



Department of Conservation & Recreation

CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES

Erosion and Sediment Control (ESC) Training and Certification Program Frequently Asked Questions

In an effort to better serve our clients, DCR has prepared this information to help answer frequently asked questions concerning the ESC training and certification program. While it does not answer every possible question, it discusses several questions that have been raised many times. We hope this will provide a better understanding of the program.

1. Question - How do I qualify to take the exam?

Answer: You may qualify by having at least 6 months (880 hours) of on the job experience as a plan reviewer, inspector or combined duties, or you may take the required DCR training courses and successfully complete each course. The minimum score to successfully pass a course is 70%.

2. Question - What is the minimum score I must obtain to pass the examination?

Answer: A minimum score of 70% is required for all exams.

3. Question - How do I apply to take the exam?

Answer: You must complete an application verifying your training or experience. Incomplete applications will be returned. An application can be printed from our web-site (http://www.dcr.virginia.gov/soil_&_water/documents/cpa-appt.pdf) or you may call 866-327-3926. The application and payment is *required* to be received or postmarked **60 days prior** to the date of the exam you wish to take. The 60-day time limit is required by state regulation and there is no provision to waive this requirement.

4. Question - How long is my Certification valid?

Answer: Certification is good for three years. It is **your** responsibility to apply for re-certification.

5. Question - What do I have to do in order to re-new my current certification?

Answer: You must successfully complete the required DCR training anytime within the three year period your certification is valid and send in an application for re-certification with appropriate fee. DCR must receive this information prior to expiration of your certification. It is recommended that you submit the application no later than 30 days before your current certification expires. Another way to re-certify is by taking our online recertification exam in the third year of your certification prior to expiration. You may also re-certify by taking the exam.

6. Question - What happens if I cannot attend the training courses before the 60-day application deadline passes?

Answer: Sometimes the training dates do overlap the 60-day deadline before the exam. You must submit your application prior to the deadline and state on your application that you are registered to take the course(s). If you successfully completed the course(s), we will allow you to take the exam.

7. *Question - I usually re-certify by taking the exam every three years. What happens if I miss the 60-day deadline for submitting my application?*

Answer: If you miss the deadline, your certification will expire. There is **no** provision for a waiver of the 60-day deadline. However, you may officially enroll in the DCR Training Program again. Officially enrolling in the Training Program enables you to "provisionally" meet the requirements of being certified. However, you have one year to complete any additional training and successfully pass the exam to obtain your certification.

8. *Question - How do I Officially enroll in the DCR Training Program?*

Answer: You must send in a registration form and fee for the course you want to attend. Registration forms are available on our website. Additional questions concerning course registration should be directed to Nancy Mervis, the Program Support Technician at 804-371-7533.

9. *Question - What happens if I do not successfully complete the training and attain certification within one year of enrollment?*

Answer: Your enrollment is only valid for one year. We recommend that you seek additional training including sitting for our courses again prior to enrolling for the exam.

10. *Question - How much do the courses and certification exams cost?*

Answer: The current cost for the courses are as follows:

Basic Erosion and Sediment Control (2 day) - \$80.00
Plan Reviewer Course (2 day) - \$80.00
Inspector Course (1 day) - \$50.00

The current cost for the exams are as follows:

Program Administrator - \$75.00
Inspector - \$75.00
Plan Reviewer - \$75.00
Combined Administrator - \$100.00

* Note - if you have to re-take an exam, the fee must be paid again in order to take the exam.

11. *Question - What if I have a handicap that requires me to have special help with an exam?*

Answer: You must state this information on your application and what additional help you require to take your exam. We may ask that you provide supporting information to verify your condition. We will make every effort to accommodate you in taking your exam.

If you have questions, please feel free to contact Linda Lewis, Training and Certification Coordinator at 804-371-0040 or Nancy Mervis, Program Support Technician at 804-371-7533. You can also find more information at our website:

* http://www.dcr.virginia.gov/soil_&_water/estr&crt.shtml